

**Texas Education Agency
Standard Application System (SAS)**

2018–2019 Technology Lending

Program authority:	General Appropriations Act, Article III, Rider 8, and House Bill 3526, 85 th Texas Legislature; Texas Education Code Section 32.301	FOR TEA USE ONLY <small>Write NOGA ID here:</small>
Grant Period:	May 1, 2018, to August 31, 2019	
Application deadline:	5:00 p.m. Central Time, February 6, 2018	
Submittal information:	<p>Applicants must submit one original copy of the application with an original signature, and two copies of the application, printed on one side only and signed by a person authorized to bind the applicant to a contractual agreement, must be received no later than the aforementioned date and time at this address:</p> <p style="text-align: center;">Document Control Center, Grants Administration Division Texas Education Agency, 1701 North Congress Ave. Austin, TX 78701-1494</p>	<small>Place date stamp here</small> <div style="writing-mode: vertical-rl; transform: rotate(180deg);"> RECEIVED TEXAS EDUCATION AGENCY DOCUMENT CONTROL CENTER GRANTS ADMINISTRATION 770 FEB -6 PM 3:17 </div>
Contact information:	Kathy Ferguson: techlending@tea.texas.gov; (512) 463-9087	

Schedule #1—General Information

Part 1: Applicant Information

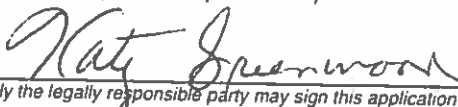
Organization name	County-District #		Amendment #
Brazos School for Inquiry and Creativity	021803		
Vendor ID #	ESC Region #		
	6		
Mailing address	City	State	ZIP Code
410 Bethel Ln	Bryan	TX	77802-
Primary Contact			
First name	M.I.	Last name	Title
Katy		Greenwood	Superintendent
Telephone #	Email address		FAX #
979-775-2152	kgreenwood@brazossschool.org		979-774-5039
Secondary Contact			
First name	M.I.	Last name	Title
Jesus		Lujan	Technology Director
Telephone #	Email address		FAX #
979-775-2152	jlujan@brazossschool.org		979-774-5039

Part 2: Certification and Incorporation

I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I further certify that any ensuing program and activity will be conducted in accordance with all applicable federal and state laws and regulations, application guidelines and instructions, the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules attached as applicable. It is understood by the applicant that this application constitutes an offer and, if accepted by the Agency or renegotiated to acceptance, will form a binding agreement.

Authorized Official:

First name	M.I.	Last name	Title
Katy		Greenwood	Superintendent
Telephone #	Email address		FAX #
979-775-2152	kgreenwood@brazossschool.org		979-774-5039
Signature (blue ink preferred)			Date signed


Only the legally responsible party may sign this application.

2/2/2018

Schedule #1—General Information

County-district number or vendor ID: 021803

Amendment # (for amendments only):

Part 3: Schedules Required for New or Amended Applications

An X in the "New" column indicates a required schedule that must be submitted as part of any new application. The applicant must mark the "New" checkbox for each additional schedule submitted to complete the application.

For amended applications, the applicant must mark the "Amended" checkbox for each schedule being submitted as part of the amendment.

Schedule #	Schedule Name	Application Type	
		New	Amended
1	General Information	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	Required Attachments and Provisions and Assurances	<input checked="" type="checkbox"/>	N/A
4	Request for Amendment	N/A	<input type="checkbox"/>
5	Program Executive Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Program Budget Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Professional and Contracted Services (6200)	See Important Note For Competitive Grants*	<input type="checkbox"/>
9	Supplies and Materials (6300)		<input type="checkbox"/>
10	Other Operating Costs (6400)		<input type="checkbox"/>
11	Capital Outlay (6600)		<input type="checkbox"/>
12	Demographics and Participants to Be Served with Grant Funds	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13	Needs Assessment	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14	Management Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15	Project Evaluation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Responses to Statutory Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	Responses to TEA Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>

***IMPORTANT NOTE FOR COMPETITIVE GRANTS:** Schedules #8, #9, #10 and #11 are required schedules if any dollar amount is entered for the corresponding class/object code on Schedule #6—Program Budget Summary. For example, if any dollar amount is budgeted for class/object code 6200 on Schedule #6—Program Budget Summary, then Schedule #8—Professional and Contracted Services (6200) is required. If it is either blank or missing from the application, **the application will be disqualified.**

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Schedule #2—Required Attachments and Provisions and Assurances

County-district number or vendor ID: 021803

Amendment # (for amendments only):

Part 1: Required Attachments

The following table lists the fiscal-related and program-related documents that are required to be submitted with the application (attached to the back of each copy, as an appendix).

#	Applicant Type	Name of Required Fiscal-Related Attachment
No fiscal-related attachments are required for this grant.		
#	Name of Required Program-Related Attachment	Description of Required Program-Related Attachment
1	LEA Technology Plan Template	If an LEA does not have a 2016–2017 Technology Plan on file with TEA, it must show evidence of a current local technology plan on participating campuses by completing the LEA Technology Plan Template.

Part 2: Acceptance and Compliance

By marking an X in each of the boxes below, the authorized official who signs Schedule #1—General Information certifies his or her acceptance of and compliance with all of the following guidelines, provisions, and assurances.

Note that provisions and assurances specific to this program are listed separately, in Part 3 of this schedule, and require a separate certification.

X	Acceptance and Compliance
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with the <u>General and Fiscal Guidelines</u> .
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with the <u>program guidelines for this grant</u> .
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with all <u>General Provisions and Assurances requirements</u> .
<input checked="" type="checkbox"/>	I certify that I am not debarred or suspended. I also certify my acceptance of and compliance with all <u>Debarment and Suspension Certification requirements</u> .

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Schedule #2—Required Attachments and Provisions and Assurances

County-district number or vendor ID: 021803

Amendment # (for amendments only):

Part 3: Program-Specific Provisions and Assurances
☒ I certify my acceptance of and compliance with all program-specific provisions and assurances listed below.

#	Provision/Assurance
1.	The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this grant will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
2.	The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
3.	The applicant assures that funds provided under the Instructional Materials Allotment (IMA) or other funding are insufficient to purchase enough lending technology for every student who needs dedicated access to a device.
4.	The applicant assures that it will provide access to lending technology and residential access to the Internet for students, including economically disadvantaged students and students with disabilities, who do not already have either the needed equipment or Internet service for learning at home
5.	The applicant understands that equipment purchased with Technology Lending Grant funds is the property of the LEA.
6.	The applicant assures that infrastructure and technical support are adequate to support students' use of loaned equipment provided through the grant at its participating campus(es).
7.	The applicant assures that it will provide adequate staff to administer the program and ensure successful implementation.
8.	The applicant assures that it will account for the technology lending equipment in accordance with district policy for accounting for such equipment, including providing insurance when insurance is typically provided for such equipment. The applicant understands that the grant funds cannot be used to replace lost, stolen, or damaged equipment.
9.	The applicant assures that it will obtain a Technology Lending Agreement signed by the parents/guardian of each participating student and by the student participating in the program, including an assurance of student's mastery of the grade-appropriate Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills.
10.	The applicant assures that it has a 2016–2017 LEA technology plan on file with TEA, or that it will show evidence of a current local technology plan on participating campuses by completing the Required Program-Related Attachment outlined on page 18 of the Program Guidelines.
11.	The applicant assures that technology lending and use of electronic instructional materials are incorporated into the LEA's technology plan.
12.	The applicant agrees to collect and report the data for the performance measures stated in the Program Guidelines under Program Evaluation. The applicant assures it will develop appropriate systems and processes to collect and report the required data

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Schedule #5—Program Executive Summary

County-district number or vendor ID: 021803

Amendment # (for amendments only):

List the campuses that will be served with these funds. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

Bryan Campus 021803001
 Tidwell Campus 021803102
 Pinemont Campus 021803104

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary.

Brazos School for Inquiry and Creativity (BSIC) is an open-enrollment charter school that in 2016-2017 had 92% of its population classified as economically disadvantaged. Student demographic reports show that BSIC is mostly providing educational services to minorities, near 95%; 49.61% Black/African American, 45.22 % Hispanic/Latino, 4.65% White and 0% Asian.

The Connected Texas 2013 Residential Technology Assessment survey states that 77% of Texans subscribe to home broadband service, our numbers are compatible to the report for the low income households; 55% having adopted broadband.

Interviews with teachers, students and parents showed that they do not have internet or computers at home or if they have, they are outdated, shared with other family members and have difficulties to install the software to access digital instructional materials that the students need (i.e. STEMscopes, Istation, Texas go math, Imagine learning, Reading A-Z, etc.). Academic achievement at all grade levels show a need for instruction after school hours.

In order to address these needs, BSIC proposes a "BSIC anytime-anywhere technology lending program" necessary to access and use electronic instructional materials to achieve digital learning at home that supports English, Mathematics, Science and Social studies.

The milestones of the program include:

- 69 Portable wireless devices (i.e laptop, tablets) acquisition,
- 69 Wireless Internet services contracted,
- Instructional digital applications evaluated and acquired for the four core curriculum areas,
- Instructional digital applications user-guides developed for the four core curriculum areas,
- Wireless devices, Internet services, and applications made available for check-out to students to take at home.

Seven staff members are proposed to oversee the execution of the program, including the Superintendent, the District's technology director, the three campus principals, and the technology coordinators at each campus. The technology basic skills already established at all grades constitute an advantage for the inclusion of a technology lending program. Parental support present at all grades is another advantage that could make a Technology lending program successful.

All participating campuses will provide feedback through project coordinators' monthly meetings. Each campus, via principals and technology specialists' records are maintained via continuous feedback of proper usage of resources such as check-in check out inventories, copies of student assignments, and electronic instructional online lesson records. Individual progress reports are recorded in applications such as DMAC, STEMscopes, Texas go Math, Study Island and Learn A-Z. These reports will be presented during the monthly meetings for discussion.

Previous experiences in technology grants such as the 2012-2013 Technology Lending Program, T3, and programs such as E-rate, WADA, and Career Tech have given BSIC the expertise required in the successful implementation and coordination of grant funds. Such previous grants have paved the way for the implementation of the BSIC anytime-anywhere learning technology program at all levels. Previous and ongoing technology trainings for teachers and staff will ensure that all participating campuses will be ready for the implementation of this grant. Projected evaluation activities will produce tangible and observable indicators that will enable BSIC to remain committed to the project's success at all participating campuses.

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Schedule #5—Program Executive Summary (cont.)

County-district number or vendor ID: 021803

Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

Three hundred and eighty-seven students will be served by the BSIC anytime-anywhere technology lending program. This program will pay special attention to those students without Internet service at home (121 students). It is expected that as a result of this grant, all students will fully use Digital Content at home. This will enhance their academic level and will prepare them in Technology Applications, TEKS and digital citizenship.

The evaluation methods and processes for the project include:

- a. Sign-in sheets, minutes, and observation protocols
- b. Observation protocols,
- c. Student assignment records,

Anytime-anywhere technology reports,

- d. Digital content and electronic instructional online lesson records,
- e. Individual progress reports and surveys.

Brazos School for Inquiry and Creativity has already implemented electronic instructional materials in the four foundation curriculum subject areas through: (1) McGraw-Hill English Language Arts adoption, (2) Texas Go Math for Mathematics digital content, (3) STEMscopes for Science and Technology, and (4) Social Science United Streaming-Discovery Learning Content. In order to implement the BSIC anytime-anywhere lending technology program, the grant funds will be used as follows:

1. 69 Portable wireless devices (i.e laptop, tablets) will be acquired.
2. 69 Wireless Internet services will be contracted.

All equipment will be used in a cohesive manner to provide dedicated access to a technology device in ALL CURRICULUM SUBJECT AREAS supporting electronic instructional materials.

The Brazos School for Inquiry & Creativity's mission is to collaborate with families and the community to provide a nurturing environment that will empower ALL students to be successful learners within a competitive, global society. The vision for technology is that Brazos School students become active engaged learners and leaders in a technical advancing society. Effective use of technology requires planning, coordinating, and goal setting in utilizing existing technology and merging with advancing technologies. The lending program aligns with the Texas Education Agency's Long Range Plan for Technology via its technology plan which addresses areas of infrastructure, teacher preparation, teaching and learning administrative support system and technology in the classroom integration.

Previous STAAR results indicate that the BSIC grade levels with high level of unsatisfactory performance are the elementary school grade levels in all subject areas. Moreover, elementary school provides the best opportunity for the implementation of a successful lending program in terms of student little drop-out ratios and parental support. This places elementary school at a high need of equipment after school.

In order to ensure equitable access, all campuses have been considered for all grade levels. The lending program will encompass the Bryan, Tidwell, and Pinemont campuses with no exclusions of economically disadvantaged students and students with disabilities.

Classroom management policies and/or practices in ALL CAMPUSES integrate the previous lending program experiences. This means that students and teachers organize in a manner that students have equitable access via rotation of devices and laboratory hours. Usage reports are continuously obtained and analyzed in the implementation of individualized learning plans and digital citizenship is fostered and supported during and after school hours.

By the beginning of December 2018, it is planned that ALL teachers have been fully trained in the usage of digital content and anytime-anywhere technologies. BSIC plans to extend its current's technology infrastructure and technology support through this grant, it will provide its current Internet filtering system (LightSpeed) in order to provide access to BSIC pre-approved educational digital content preventing malicious applications and content from gaining access to the devices.

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Schedule #6—Program Budget Summary

County-district number or vendor ID: 021803

Amendment # (for amendments only):

Program authority: General Appropriations Act, Article III, Rider 8, and House Bill 3526, 85th Texas Legislature; Texas Education Code Section, 32.301

Grant period: May 1, 2018, to August 31, 2019

Fund code: 410

Budget Summary

Schedule #	Title	Class/ Object Code	Program Cost	Admin Cost	Total Budgeted Cost
Schedule #8	Professional and Contracted Services (6200)	6200	\$	\$	\$00
Schedule #9	Supplies and Materials (6300)	6300	\$50,000	\$	\$50,000
Schedule #10	Other Operating Costs (6400)	6400	\$	\$	\$00
Schedule #11	Capital Outlay (6600)	6600	\$	\$	\$00
Total direct costs:			\$	\$	\$00
Percentage% indirect costs (see note):			N/A	\$	\$00
Grand total of budgeted costs (add all entries in each column):			\$50,000	\$	\$50,000
Administrative Cost Calculation					
Enter the total grant amount requested:					\$50,000
Percentage limit on administrative costs established for the program (15%):					.00%
Multiply and round down to the nearest whole dollar. Enter the result.					
This is the maximum amount allowable for administrative costs, including indirect costs:					.00%

NOTE: Indirect costs are calculated and reimbursed based on actual expenditures when reported in the expenditure reporting system, regardless of the amount budgeted and approved in the grant application. If indirect costs are claimed, they are part of the total grant award amount. They are not in addition to the grant award amount.

Indirect costs are not required to be budgeted in the grant application in order to be charged to the grant. Do not submit an amendment solely for the purpose of budgeting indirect costs.

If selected for a competitive grant, your award amount will be the lesser of the grand total of budgeted costs as stated on this schedule (the box with the bold outline), or the sum of all line items listed on this schedule, or the maximum allowable award amount. TEA is not responsible for math errors.

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Schedule #8—Professional and Contracted Services (6200)

County-district number or vendor ID: 021803

Amendment # (for amendments only):

NOTE: Specifying an individual vendor in a grant application does not meet the applicable requirements for sole-source providers. TEA's approval of such grant applications does not constitute approval of a sole-source provider.

Professional and Contracted Services

#	Description of Service and Purpose	Grant Amount Budgeted
1		\$00
2		\$00
3		\$00
4		\$00
5		\$00
6		\$00
7		\$00
8		\$00
9		\$00
10		\$00
11		\$00
12		\$00
13		\$00
14		\$00
a. Subtotal of professional and contracted services:		\$00
b. Remaining 6200—Professional and contracted services that do not require specific approval:		\$00
(Sum of lines a and b) Grand total		\$0

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division [Administering a Grant](#) page.

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Schedule #9—Supplies and Materials (6300)		
County-District Number or Vendor ID: 021803		Amendment number (for amendments only):
Supplies and Materials Requiring Specific Approval		
		Grant Amount Budgeted
6300	Total supplies and materials that do not require specific approval:	\$50,000
Grand total:		\$50,000

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division [Administering a Grant](#) page.

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Schedule #10—Other Operating Costs (6400)		
County-District Number or Vendor ID: 021803		Amendment number (for amendments only):
Expense Item Description		Grant Amount Budgeted
6400	Operating costs that do not require specific approval:	\$.00
Grand total:		\$.00

In-state travel for employees does not require specific approval.

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division [Administering a Grant](#) page.

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Schedule #11—Capital Outlay (6600)

County-District Number or Vendor ID: 021803

Amendment number (for amendments only):

#	Description and Purpose	Quantity	Unit Cost	Grant Amount Budgeted
66XX—Computing Devices, capitalized				
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
66XX—Software, capitalized				
11				
12				
13				
14				
15				
16				
17				
66XX—Equipment, furniture, or vehicles				
18				
19				
20				
21				
22				
23				
24				
25				
26				
27				
Grand total:				\$0.00

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division [Administering a Grant](#) page.

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Schedule #12—Demographics and Participants to Be Served with Grant Funds

County-district number or vendor ID: 021803

Amendment # (for amendments only):

Part 1: Student Demographics of Population To Be Served With Grant Funds. Enter the data requested for the population to be served by this grant program. If data is not available, enter DNA. Use the comment section to add a description of any data not specifically requested that is important to understanding the population to be served by this grant program. Response is limited to space provided. Use Arial font, no smaller than 10 point.

Student Category	Student Number	Student Percentage	Comment
Economically disadvantaged	387	92%	Our economically disadvantaged population would benefit greatly from this technology lending program
Limited English proficient (LEP)	69	18%	The materials to be used in the technology lending program are in both Spanish and English
Disciplinary placements	0	DNA	School does not operate a DAEP
Attendance rate	NA	95%	
Annual dropout rate (Gr 9-12)	NA	DNA	School does not serve Gr 9-12

Part 2: Students To Be Served With Grant Funds. Enter the number of students in each grade, by type of school, projected to be served under the grant program.

School Type: ☐ Public ☒ Open-Enrollment Charter ☐ Private Nonprofit ☐ Private For Profit ☐ Public Institution

Students

PK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
91	49	32	46	49	29	38	27	13	13	0	0	0	0	387

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Schedule #13—Needs Assessment

County-district number or vendor ID: 021803

Amendment # (for amendments only):

Part 1: Process Description. A needs assessment is a systematic process for identifying and prioritizing needs, with "need" defined as the difference between current achievement and desired outcome or required accomplishment. Describe your needs assessment process, including a description of how needs are prioritized. If this application is for a district level grant that will only serve specific campuses, list the name of the campus(es) to be served and why they were selected. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Brazos School for Inquiry and Creativity (BSIC) is an open-enrollment charter school that in 2016-2017 had 92% of its population classified as economically disadvantaged. Student demographic reports show that BSIC is mostly providing educational services to minorities, near 95%: 49.61% Black/African American, and 45.22 % Hispanic/Latino, 4.65% White and 0% Asian.

The BSIC strives to meet the individual needs of each student incorporating extensive use of technology. To this end, we utilize several electronic resources such as Gaggie (E-mail system); STEMscopes; Study Island; ImagineLearning, Istation and Texas go Math; Reading Eggs; ESL ReadingSmart; Britannica and Brainpop (as part of the Digital Knowledge Central), covering the four core subject areas of the Texas Essential Knowledge and Skills at the entire spectrum. We have also adopted science instructional materials made available exclusively on-line through the State-Adopted Subject Areas Instructional Materials. These resources are at the disposal of teachers and students during school hours at all grade levels.

In order to assess out of school technology needs at all grade levels, a survey was applied. Of a total of 296 students, K to 8th grades, 121 students do not have PC with Internet in the following manner:

At Bryan Campus:	Don't have PC with Internet
6,7,8	11
ESL	30
1,2	11
At Tidwell Campus	58
At Pinemont	11

These survey results show 121 of our students at our 3 campuses do not have a computer with internet at home, therefore it could be inferred that their only technology experience or exposure is at the school.

This program will pay special attention to those students without Internet service at home (121 students). Interviews with teachers, students and parents showed that they do not have internet or computers at home or if they have, they are outdated, shared with other family members and have difficulties to install the software to access digital instructional materials that the students need (i.e. STEMscopes, Istation, Texas go math, Imagine learning, Reading A-Z, etc.). We have also found that our challenge resides in the involvement and engagement of students beyond the school hours. Our past STAAR results show that students with the worst performance results are those in need of after school engagement with academic work. **Unfortunately, after the first TLPG support, we have had limited participation in more Internet enabling technology lending programs due to our budgetary limitations; students who don't have Internet access at home lack any supplemental support that may help them advance in their academic success.** Academic achievement at all grade levels show a need for instruction after school hours.

Due to the diversity of digital content resources that the Brazos School for Inquiry and Creativity has already adopted, BSIC is in need of personal devices with the greatest versatility that could adapt easily to all applications, tablets and netbooks are the solution.

In terms of student mobility, through transportation reports, BSIC has identified that many students are not only disengaged of any academic work after school but in some cases they go to alternative sites (friends, grandparents, or other extended family member's homes) and need a device that is accessible anytime-anywhere. In order to have accessible Broadband Internet service available to students, BSIC students are in need of a highly mobile anytime-anywhere solution. The BSIC lending program could benefit from 3G/4G wireless Internet devices for residential access. In summary the BSIC lending program, hereafter also referred as the Brazos School for Inquiry and Creativity anytime-anywhere learning technology program at all school levels will provide access to digital content emphasizing the core curriculum areas for the benefit of student digital citizenship and academic performance.

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By TEA staff person:

Schedule #13—Needs Assessment (cont.)

County-district number or vendor ID: 021803

Amendment # (for amendments only):

Part 2: Alignment with Grant Goals and Objectives. List your top five needs, in rank order of assigned priority. Describe how those needs would be effectively addressed by implementation of this grant program. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Identified Need	How Implemented Grant Program Would Address
1.	To provide a BSIC anytime-anywhere technology lending program to loan students without internet at home, the equipment necessary to access and use electronic instructional materials in order to achieve digital learning as envisioned by the Long-Range Plan for Technology 2006-2020.	The TL award will effectively provide anytime-anywhere access to digital tools and resources through mobile devices and safe internet connectivity at home. It will ensure proper accessibility of all BSIC students, in order to achieve the desired digital learning level as envisioned in the Long-Range Plan for Technology 2006-2020. This implementation will positively influence academic performance, STaR Chart levels, and parent involvement in education.
2.	To develop an anytime-anywhere technology lending program for English Language Arts, Mathematics, Science and Social studies at all grade levels for students that don't have access to this digital instructional materials off campus.	The TL award will effectively support the development of user guides and procedures for the use of instructional digital learning off campus, including applications and availability for check-out at all school levels.
3.	To implement an anytime-anywhere technology lending program for English Language Arts, Mathematics, Science and Social studies at all grade levels.	The TL award will effectively support the access to instructional digital learning with the purchase and deployment of mobile internet devices, including applications and insurance. TL will provide opportunities for training to all participants (i.e. teachers, staff, students and parents) in the utilization of electronic instructional materials.
4.	To formatively evaluate the anytime-anywhere technology lending program continuously for English Language Arts, Mathematics, Science and Social studies at all grade levels.	The TL required assessment will not only impact technology integration but also overall student performance.
5.	Improve STAAR scores for all students and those in need of after school engagement with academic work.	The implementation of the TL award will positively influence academic performance.

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Schedule #14—Management Plan

County-district number or vendor ID: 021803

Amendment # (for amendments only):

Part 1: Staff Qualifications. List the titles of the primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program, along with desired qualifications, experience, and any requested certifications. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Title	Desired Qualifications, Experience, Certifications
1.	Superintendent Project Coordinator	Dr. Katy Greenwood has ample experience in grant administration. She has a Ph.D. in education, has served as the Superintendent for ten years; as part of her responsibility, she has managed many projects and grants.
2.	Bryan Campus Project Coordinator	Mr. Chris Osgood, Bryan Campus Principal, has 27 years in education Ph.D. candidate in Administration Education, and 20 years in administration.
3.	Tidwell Campus Project Coordinator	Dr. John Bean, Tidwell Campus Principal, has served as a Principal and project director at previous school districts for over 20 years.
4.	Pinemont Campus Project Coordinator	Mrs. Margie Bradford, Pinemont Campus Principal, has served as a Principal for three years and has participated in grant implementation for over ten years.
5.	Technology Director	Jesus Lujan has successfully implemented multiple grants such as E-rate (last 11 years), WADA funds, T3 grant and 2012-2013 TLPG grant. He has 20 yrs exp. in technology

Part 2: Milestones and Timeline. Summarize the major objectives of the planned project, along with defined milestones and projected timelines. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Objective	Milestone	Begin Activity	End Activity
1.	To provide a BSIC anytime-anywhere technology lending program.	1. BSIC computer network for TL, configured	06/10/2018	06/28/2018
		2. Instructional digital learning materials, acquired.	06/10/2018	08/28/2018
		3. Web filtering service, configured	06/10/2018	06/28/2018
		4.		
		5.		
2.	To develop a technology lending program for all core subjects	1. Policies and procedures for TL, updated	06/10/2018	08/10/2018
		2. User software guide based on TEKS, developed.	06/10/2018	08/10/2018
		3. Inventory system for check out, updated	06/10/2018	06/28/2018
		4. Policies and procedures for TL on website, updated	06/10/2018	06/28/2018
		5.		
3.	To implement a technology lending program for all core subjects	1. Mobile Internet Devices, purchased	06/10/2018	06/28/2018
		2. Devices imaged and configured for Internet services	06/10/2018	08/10/2018
		3. Devices made available to check out	06/10/2018	08/28/2019
		4. Training on TL policies and procedures, provided	08/10/2018	08/28/2018
		5. Training on on-line Digital learning, provided	08/10/2018	08/28/2018
4.	To evaluate a technology lending program for all core subjects.	1. Data collection for evaluation of the TL, adquired	08/28/2018	08/28/2019
		2. User software guide based on TEKS, evaluated	08/28/2018	08/28/2019
		3. Problem correction to the TL, applied	08/28/2018	08/28/2019
		4.		
		5.		
5.	To improve STAAR Scores for all students.	1. Data collection for evaluation of STAAR, acquired	06/10/2018	08/28/2019
		2. Problem correction to STAAR scores, applied	06/10/2018	08/28/2019
		3. STAAR scores, improved	06/10/2018	08/28/2019
		4.		
		5.		

Unless pre-award costs are specifically approved by TEA, grant funds will be used to pay only for activities occurring between the beginning and ending dates of the grant, as specified on the Notice of Grant Award.

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Schedule #14—Management Plan (cont.)

County-district number or vendor ID: 021803

Amendment # (for amendments only):

Part 3: Feedback and Continuous Improvement. Describe the process and procedures your organization currently has in place for monitoring the attainment of goals and objectives. Include a description of how the plan for attaining goals and objectives is adjusted when necessary and how changes are communicated to administrative staff, teachers, students, parents, and members of the community. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

All participating campuses provide feedback through project coordinators monthly meetings. Each campus maintain principal and technology specialists' records via continuous feedback in proper usage of resources such as check-in check out inventories, copies of student assignments, or online lesson records.

Individual progress reports are recorded in applications such as STEMscopes, Study Island, and Texas Go Math. These reports are presented during the monthly meetings for discussion.

Brazos School for Inquiry and Creativity anytime-anywhere learning technology program will also implement research procedures for continuous improvement. These include observations protocols and surveys of teachers and students' digital content use and applications in a pre- and post-intervention fashion. One example is an observation protocol developed for assessing proper STEMscopes use in information search for homework assignments. As a result, students at the school are capable of looking for reputed information that is enhancing their academic level and preparing them in the STEM, technology applications, TEKS and digital citizenship.

Another example of research procedures for continuous improvement is the developed surveys where teachers and students' voices are heard for the betterment of the project. These monthly feedbacks include these students and teachers' perspectives.

Mr. Jesus Lujan, Mr. Rudy Salazar, and Mr. Robles constitute the technology front for the coordination of the lending program. Mr. Chris Osgood, Ms. Margie Bradford, and Mr. John Bean constitute the logistics and administrative leadership of the lending program.

The grant coordinators, Dr. Katy Greenwood and Mr. Lujan keep a record of all information provided and coordinate with each campus the improvement of the efforts. The grant coordinator also schedules the monthly meetings and keeps track of all agreed tasks.

Part 4: Sustainability and Commitment. Describe any ongoing, existing efforts that are similar or related to the planned project. How will you coordinate efforts to maximize effectiveness of grant funds? How will you ensure that all project participants remain committed to the project's success? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Previous experiences in technology grants such as 2012-2013 Technology Lending Program version, T3, and programs such as E-rate, WADA, or Career Tech have given BSIC the expertise required in the successful implementation and coordination of grant funds. Such previous grants have paved the way for the implementation of the BSIC anytime-anywhere learning technology program at all levels. Previous and ongoing technology trainings for teachers and staff will ensure that all participating campuses will be ready for the implementation of this grant. Projected evaluation activities will produce tangible and observable indicators that will enable BSIC to remain committed to the project's success at all participating campuses.

Brazos School for Inquiry and Creativity has made extensive efforts to integrate technology into the classroom. BSIC current Technology and improvement Plans emphasize use of technology such as upgraded technology infrastructure, staff and teacher technology training. It has also allowed access to parents and community providing the most productive working and learning environment for students and staff.

In summary BSIC is ready, prepared, and has the sufficient expertise to provide an equitable lending program to all students in the Bryan, Tidwell and Pinemont campuses.

In order to enhance the BSIC anytime-anywhere lending technology program, the grant funds will be used as follows:

1. Sixty nine portable wireless devices (i.e tablets and laptops) for digital content access will be acquired.
2. Sixty nine residential/mobile Internet connections will be contracted.

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Schedule #15—Project Evaluation

County-district number or vendor ID: 021803

Amendment # (for amendments only):

Part 1: Evaluation Design. List the methods and processes you will use on an ongoing basis to examine the effectiveness of project strategies, including the indicators of program accomplishment that are associated with each. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Evaluation Method/Process	Associated Indicator of Accomplishment	
1.	Sign-in sheets, minutes, and observations protocols	1.	Teacher training sign-in sheets
		2.	Sign-in sheets and minutes of project coordinators and teachers meetings
		3.	Observations protocols of teacher trainings and student usage
2.	Student assignment records	1.	Copies of student assignments.
		2.	Record of student online interaction and communications.
		3.	LightSpeed usage reports
3.	Anytime-anywhere technologies reports	1.	LightSpeed usage reports
		2.	Lending program check-in & check-out sheets
		3.	STEMscopes, Texas go Math and other applications usage reports
4.	Digital Content records	1.	Digital Content teacher and staff communications records
		2.	Digital Content online lessons records
		3.	Digital Content district interface records
5.	Individual progress reports and surveys	1.	Students progress reports (Report Cards, STAAR tests, DMAC)
		2.	Student, Teacher, and Project Coordinators online surveys
		3.	

Part 2: Data Collection and Problem Correction. Describe the processes for collecting data that are included in the evaluation design, including program-level data such as program activities and the number of participants served, and student-level academic data, including achievement results and attendance data. How are problems with project delivery to be identified and corrected throughout the project? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

This program will pay special attention to those students without Internet service at home (121 students). It is expected that as a result of this grant, all students will fully use Digital Content that will enhance their academic level and will prepare them in Technology Applications TEKS and digital citizenship.

The data collection and problem correction mechanisms that identify and correct problems start with the consistent participation of all the project coordinators in monthly meetings for the purpose of evaluating the project's progress. The following bullet points address the specific strategies for continuous problem correction:

1. The project coordinator maintains a folder with all the sign-in sheets, minutes, and observation protocols produced for the duration of the project; paying special attention to teachers and students who might seem disengaged. The disengaged participants are approached by the campus coordinators.
2. The project coordinator is also the administrator of the District's Digital Content, therefore produces and maintains monthly reports of Digital Content to be presented in the monthly meetings. He monitors the teacher and the student progress in activities and assignments.
3. The campus technology coordinators monitor closely the usage of check-in and check-out technology sheets and software as well as technology application reports (such as Reading Eggs, STEMscopes and Texas go math) in order to identify potential problems.
4. The district technology coordinator facilitates technology logs of websites and usage of anytime-anywhere technologies using LightSpeed Web Filter, including most visited websites and hours of usage inside and outside school. Through these reports any misuse is promptly identified, addressed and corrected.
5. The campus principals monitor teachers' leadership and involvement in the creation of the anytime-anywhere culture and use of Digital Content in their campus via aforementioned reports, their personal observations, and the monthly meetings.

The strengths and weaknesses of the project will be formatively identified and addressed on a monthly basis, allowing time to correct and motivate successful strategies. However, members of the project coordination team will maintain continuous communications in matters related to the lending program.

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Schedule #16—Responses to Statutory Requirements

County-district number or vendor ID: 021803

Amendment # (for amendments only):

Statutory Requirement 1: Applicant must describe the availability of existing equipment to students in the LEA and other funding available for the purchase of student technology devices. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

We currently have no other funds available for student technology devices. Our IMA funds were used for needed curriculum materials and were not sufficient to include technology devices.

If awarded this TL will enhanced our current resources extending the utilization of our digital instructional materials while ensuring equitable access for students through loaned equipment for off campus learning.

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Schedule #17—Responses to TEA Program Requirements

County-district number or vendor ID: 021803

Amendment # (for amendments only):

TEA Program Requirement 1: Describe how the technology lending program aligns with the existing mission and goals for the LEA. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The Brazos School for Inquiry & Creativity's mission is to collaborate with families and the community to provide a nurturing environment that will empower ALL students to be successful learners within a competitive, global society. (www.thebrazoschool.org)

The vision for technology is that Brazos School students become active engaged learners and leaders in a technical advancing society. Effective use of technology requires planning, coordinating, and goal setting in utilizing existing technology and merging with advancing technologies. The BSIC lending program aligns with the Texas Education Agency's Long Range Plan for Technology via its district technology plan which addresses areas of infrastructure, teacher preparation, teaching and learning administrative support system along with technology in the classroom integration.

As required for technology grants and e-rate funding, a one year plan (2016-2017) for technology is on file with TEA as part of the BSIC District improvement plan 2016-2017.

The Technology Lending Program aligns with BSIC technology plan goals (in order of importance):

Goal 3: The student learning needs in The Brazos School for Inquiry and Creativity will be met with distance learning and other information technologies

Objective 3.1: Increase the integration of technology into the curriculum to ensure that 75% of the lessons offered at BSIC are technology integrated by the end of the year

LRPT Category: Teaching and Learning

E-Rate Correlates: ER01 ER02, NCLB Correlates: 01 02 03 04a 04b 05 06 07 08 09 10 11 12

Strategy 3.1.5: Make the technology and curriculum created at BSIC available to the students, staff and community using our technology resources in order to Build student, staff and community support for anytime, anywhere Internet access through collaborative planning, education, public information, **lending programs** and other means.

Person(s) Responsible: Superintendent, Principals, Teachers and Technology Coordinator

Evidence: BSIC's technology curriculum online

Comments: LRPT Correlates: I03, TL09, TL12, TL13, TL14, TL15, TL16

Goal 1: The Brazos School for Inquiry and Creativity will have high quality telecommunications and information technologies for teaching, learning, and district and campus operation.

Objective 1.1: There will be a 100% increase in the number of the student classrooms, labs, offices and libraries, connected to high quality Internet, telecommunication services and information technologies at the end of the BSIC Long-Range Technology plan.

LRPT Category: Infrastructure for Technology

E-Rate Correlates: ER01 ER02, NCLB Correlates: 01 02 03 04a 04b 05 06 07 08 09 10 11 12

Strategy 1.1.5: Acquire/Install/upgrade computer, projectors, Tablets, smart boards.

Person(s) Responsible: Superintendent, Principals, Technology Coordinator

Evidence: Invoices and Reports that teachers and administrators are utilizing projectors, Tablets and smart boards to educate their students.

LRPT Correlates: I03, I05, I09

The Technology Lending Program aligns with BSIC District improvement plan goals:

Goal 1: All Students including special population students will succeed in school and become responsible productive citizens.

Goal 5: Parent involvement activities will be provided to form partnerships between parents, school and the child to increase academic success.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 021803

Amendment # (for amendments only):

TEA Program Requirement 2: Describe a plan for providing internet access to student residences, residential centers, and/or on the buses that transport students (for whom a single ride lasts, on average, at least an hour) with the highest need for off-campus internet access. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

In order to provide internet with the BSIC anytime-anywhere technology lending program, the grant funds will be used as follows:

1. Sixty nine portable wireless devices(i.e laptops and/or tablets) for digital content access will be acquired.
2. Sixty nine 3G/4G residential/mobile wireless Internet connections will be contracted.

In order to provide Broadband Internet service, BSIC plans to contract 69 wireless Internet 3G/4G connections via this grant. The 3G/4G technology will allow an interactive, more productive learning working environment for students almost anywhere at any given time. This technology solution will not only allow students to work from their homes but from almost any other place they travel at the same cost that a Broadband residential service.

BSIC will be responsible for providing the infrastructure for a safe, in CIPA compliance, anytime-anywhere distance learning environment

Part of the plan is that students will be able to use the devices at home for homework, assignments, online digital resurces and they will be ready to use in the bus due to the length of our bus routes being longer than an hour.

The 69 devices will be equitably divided among all campuses in accordance to their reported lack of Internet access at home.

Last year's STAAR results indicate that the BSIC grade levels with high level of unsatisfactory performance are the elementary school grade levels in all subject areas. Moreover, elementary school provides the best opportunity for the implementation of a successful lending program in terms of student little drop-out rations and parental support. This places elementary school at a high need of equipment after school.

In order to ensure equitable access, all campuses have been considered for the targeted grade levels, PK- 8th grades. Since all campuses include these grade levels, the lending program will encompass the Bryan, Tidwell, and Pinemont campuses with no exclusions of economically disadvantaged students and students with disabilities.

This grant will encourage a BSIC culture of assignments and homework based on technology; project based learning, and guided inquiry.

BSIC plan is to ensure one-to-one access to lending equipment. For this purpose and based on BSIC PEIMS snapshot numbers, the following list shows the number of units that will be available at every campus:

1. Bryan campus, 30 units
2. Tidwell campus, 30 units
3. Pinemont campus, 9 units

BSIC will assign units proportionally to each campus if the number of students varies for the 2018-2019 academic year.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 021803

Amendment # (for amendments only):

TEA Program Requirement 3: Describe how the lending program aligns with current curriculum, instruction, and classroom management policies and/or practices on its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The Brazos School for Inquiry and Creativity has adopted online digital content in the four foundational subject areas, English Language Arts, Mathematics, Science, and Social Studies. The lending program aligns with this digital content and will provide access to BSIC students from home to:

- Gaggle (E-mail system),
- Istation,
- Study Island,
- Renaissance's Accelerated Reader and Early Literacy,
- STEMscopes,
- Texas Go Math,
- Reading Eggs,
- ESL Learning A-Z,
- Britannica and Brainpop (as part of the Digital Knowledge Central),
- Electronic Instructional Materials (online textbooks and supplemental materials) adopted in each foundational subject area.

Classroom management policies and/or practices in ALL CAMPUSES integrate the previous lending program experiences. This means that students and teachers organize in a manner that students have equitable access via rotation of devices and laboratory hours. Usage reports are continuously obtained and analyzed in the implementation of individualized learning plans and digital citizenship is fostered and supported during and after school hours.

TEA Program Requirement 4: Describe how the applicant is using digital instructional materials in one or more foundation curriculum subject area(s) for one or more grade level(s). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

English Language Arts:

- MacGraw-Hill instructional materials adoption (K-8th grade) and Istation
- Reading Eggs and Study Island (PreK-6th)
- ESL Learning A-Z (PK-8th)
- Renaissance Accelerated Reader (K-8th) and Renaissance Early Literacy (1st & 2nd)
- Britannica (PreK-8th) & Brainpop (K-8th) through Digital Knowledge Central (DKC)
- Discovery Learning (PK-8th)

Mathematics:

- Texas Go Math (1-8th grade)

Science:

- Discovery Education (1st -8th)
- STEMscopes (1st -8th)
- Britannica (PreK-8th) & Brainpop (K-8th) through Digital Knowledge Central (DKC)
- Code.org (1st -8th)

Social Studies:

- Britannica (PreK-8th) & SIRS Discoverer (K-8th) through Digital Knowledge Central (DKC)
- Study Island (PreK-8th)
- Discovery Learning (PK-8th)

For all resources, see: <http://www.thebrazoschool.org/teacher-resources>

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 021803

Amendment # (for amendments only):

TEA Program Requirement 5: Describe how the infrastructure and technical support is adequate to support students' anticipated use of devices through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Brazos School for Inquiry and Creativity plans to extend current's technology infrastructure through this grant via enabling access to students to BSIC network at home. Our current technology infrastructure consists of filtered Internet access in compliance with the Child Internet Protection Act (CIPA) that allows access to several online educational tools such as databases, math and science online resources, Discovery Learning, Study Island, among others.

This lending grant will allow BSIC all school students have access to these tools at home. In order to achieve this goal BSIC will acquire portable wireless devices and a wireless broadband Internet connection per device to allow anytime-anywhere education. BSIC will provide its current Internet filtering system (LightSpeed) in order to provide access to BSIC pre-approved educational digital content preventing malicious applications and content from gaining access to the devices.

Existing Infrastructure to support students' anticipated use of devices through the grant at its participating campuses.

001 Bryan Campus Pre-K-8 (Bryan, TX) Direct connection to the Internet via 100 Mbps MPLS line, Web server hosted and maintained by the provider. One teacher workstation, multimedia projector, elmo and 3 student workstations per classroom. Wired and wireless Internet connections per classroom. Two wired LAN connected computer labs with 24 workstations for advanced technology/core classes, including desktop publishing, advanced word processing and Internet. One Videoconferencing system.

102 Tidwell Campus Pre-K-8 (Houston, TX) Direct connection to the Internet via 50 Mbps MPLS line, Web server hosted and maintained by provider. One wired LAN computer lab with 25 workstations for technology classes, including word processing and Internet. One training/conference room with one video conferencing system for technology classes. Wired and wireless Internet connections per classroom One teacher workstation, elmo and multimedia projector per classroom.

104 Pinemont Campus Prek-8 (Houston, TX) Direct connection to the Internet via 50 Mbps MPLS line, Web server hosted and maintained by provider. One wired LAN connected computer lab with 24 workstations for technology classes, and online training. Wired and wireless Internet connections per classroom. One teacher workstation, elmo and multimedia projector per classroom One Videoconferencing system.

BSIC technology group composed of the Technology Director and two IT coordinators will provide technical support in an as-needed basis installing system restore software in the computers for free maintenance such as deepfreeze and providing assistance to teachers, students and parents.

BSIC extensively uses several digital resources including the Microsoft Office Suite (Excel, Word, PowerPoint). Via Microsoft Live.edu, the personal mobile devices provided by this grant will have access to this Microsoft Office Suite through the cloud. BSIC students will have e-mail accounts thus this grant will enhance the established communications between students and teachers for specific educational assignments at home.

In accordance to state technology policies, we have adopted Gaggly.com as our teacher interface and collaborative platform. Through this grant, BSIC will be able to implement a Microsoft Live.edu platform accessible to students at home allowing homework assignments to be taken care of.

Teachers will be a key factor in the success of this grant and will team with the campus technology specialists and principals in the monitoring and support of the devices.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 021803

Amendment # (for amendments only):

TEA Program Requirement 6: Describe how the grant will be administered on participating campus(es), including a description of how the check-out and check-in process will operate, who will oversee the check-out process, especially in cases of competing need, and the process that will be used to maintain the technology lending equipment in proper working condition. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The check-in check out process will involve the following steps:

- Step 1** Teachers have a pre-established schedule for lending equipment to their students. This means that participating teachers at all campuses will have an assigned schedule for lending equipment (once a week) that will be rotated. Teachers are responsible to accommodate assignments and homework based on this schedule in order to maintain proper use and focus during the lending time. Teachers who wish to change their schedule may do so by talking to the teacher who has the take-home computers assigned on the desired date. Records will be maintained in order to monitor what teacher is responsible for the assignments.
- Step 2** Before students can take home the computer, the technology specialist at each campus (member of the project team) will inventory the equipment and will record the student who has been assigned for each computer. By the end of the assignment, the technology specialist will also record the return of the equipment.
- Step 3** A new teacher is assigned with the lending equipment and step 1 and step 2 are repeated. In order to maintain the technology lending equipment in proper working condition BSIC technology specialists will provide all tools and software to establish a free maintenance device. The free maintenance device process involve the following technology solutions:
 Deepfreeze: This solution prevents students from changing configuration of equipment. Once the computer is shut off, all existing configuration is automatically restored to the original configuration
 Lightspeed web filter: This solution filters and monitors student usage of equipment. Lightspeed continuously maintains a list of websites that are safe for children and teenagers in accordance to the Child Internet Protection Act (CIPA).

TEA Program Requirement 7: Describe how technology lending equipment will be accounted for per local policy, including providing insurance, if appropriate. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Brazos School for Inquiry and Creativity already has a well implemented inventory system of electronic resources. It is based on serial number bar codes assigned to campuses, classrooms and teachers. This system is going to be extended to the equipment provided by this grant. An inventory for check-in and check-out will be maintained at each campus in order to keep track of the whereabouts of each device at any given time. Employee and Student handbooks include provisions for accountability and proper usage of these technology resources. A lending agreement will include these provisions by reference. The school insurance covers damages to these resources.

Since BSIC had a previous lending program implemented, BSIC have developed a lending policy and agreement to be signed by students and parents prior to the first check-out. Campus technology specialists will report any misuse of the equipment and will be in constant communications with teachers, students, and parents to ensure the proper working condition of the equipment.

Students are responsible to report any damage or software problem before they return the equipment.

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